

City of San José
Council Appointment Advisory Commission

MEETING MINUTES

May 20, 2014

I. Call to Order & Orders of the Day

Roll Call

PRESENT: Chair Johnny Lee, Vice Chair Nga Huynh, Commission Members Charles McHugh, Valerie Smrtic, Brenda Wu and Elisa Orono (arrived at 6:45 p.m.)

ABSENT: Commission Members Delores Springs, Deanford Chen, and Denise McCallaCreary

STAFF: Deputy City Clerk Cecilia McDaniel

Call to Order

The members of the Council Appointment Advisory Commission convened at 6:37 p.m. in Room W-262 of City Hall, 200 E. Santa Clara Street, CA 95113.

Orders of the Day

Action: Upon a motion by Commissioner Valerie Smrtic, and seconded by Vice Chair Nga Huynh and carried, the Commission approved the adoption of the May 20, 2014 agenda. (5-0-4. Absent: Orono, Springs, Chen, McCallaCreary.)

II. Public Comment – None.

III. Consent Calendar

A. Approve the Minutes for the Regular Meeting of March 18, 2014

Documents Filed: Draft minutes for the March 18, 2014 meeting.

Action: Upon a motion by Commissioner Valerie Smrtic, and seconded by Commissioner Brenda Wu and carried, the Commission approved the meeting minutes of March 18, 2014 with an amendment to change the meeting room location on page 2 to Wing Room 262. (5-0-4. Absent: Orono, Springs, Chen, McCallaCreary.)

IV. Interviews

Library and Early Education Interviews for Early Education Representatives

Document Filed: Memo from Jill Bourne, Library Director, dated April 30, 2014 to Toni Taber, City Clerk, regarding the Library and Early Education Commission.

Discussion: The Commission interviewed Kate Russell, Sandra Jewett, Shailesh Dubale and Janet Thorsrud (via teleconference) for the early education representative vacancies on the Library and Early Education Commission. The Commission discussed the qualifications and responses to interview questions of each candidate.

Action: Upon a motion by Commissioner Valerie Smrtic, and seconded by Commissioner Elisa Orona and carried, the Commission nominated Sandra Jewett and Kate Russell to fill two of the early education representative vacancies on the Library and Early Education Commission. (6-0-3. Absent: Springs, Chen, McCallaCreary.)

Action: Upon a motion by Commissioner Valerie Smrtic, and seconded by Vice Chair Nga Huynh and carried, the Commission requested that the recruitment for the remaining early education representative vacancies on the Library and Early Education Commission be reopened until filled. (5-1-3. No: McHugh. Absent: Springs, Chen, McCallaCreary.)

V. Reports and Information Only

A. Department Staff

1. Board and Commission Structural Improvement Update – None
2. Neighborhoods Commission Update – None
3. Recruitment Update – None

B. Subcommittee Reports – None

C. Information Only – None

VI. Old Business – None.

VII. New Business

A. Discussion on Frequency of Meetings and Meeting Day & Time

Documents Filed: Memo from City Clerk Toni Taber to the Council Appointment Advisory Commission regarding Meeting Schedule

Discussion: Deputy City Clerk Cecilia McDaniel summarized City Clerk Toni Taber's memo to the Commission and explained that due to the difficulty in getting commission members together to interview the 100+ applicants received during a normal recruiting period and for commission meetings, staff recommends that the meeting schedule should be changed.

The Commission discussed the different options proposed in City Clerk Toni Taber's memo and other alternatives. Some suggestions were to move to a quarterly meeting schedule or keep a monthly meeting schedule where 4 meetings are reserved for Commission business and the other 8 are reserved for interviews.

Action: Upon a motion by Commissioner Valerie Smrtic, and seconded by Vice

Chair Nga Huynh and carried, the Commission deferred this agenda item to the next meeting scheduled for June 17, 2014. The Commission requested that the fall and spring recruitment schedule, along with an information memo from City Clerk Toni Taber be presented to the Commissioners at the next meeting. (6-0-3. Absent: Springs, Chen, McCallaCreary.)

VIII. Meeting Schedule and Agenda Items

The next regular meeting is Tuesday, June 17, 2014 at 6:30 p.m. in City Hall, Wing Room 262.

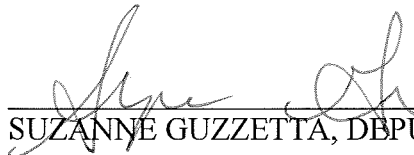
IX. Adjournment

The meeting was adjourned at approximately 8:49 p.m.



JOHNNY LEE, CHAIR

ATTEST:
COUNCIL APPOINTMENT ADVISORY COMMISSION SECRETARY



SUZANNE GUZZETTA, DEPUTY CITY CLERK